

## Agenda

1. ROUTINE BUSINESS ITEMS
  - 1.1. Call to Order/Pledge of Allegiance
  - 1.2. Roll Call: Stenson \_\_\_ Birhanzi \_\_\_ Wibben \_\_\_ Shourds \_\_\_ Miller \_\_\_ and Norman \_\_\_.
  - 1.3. Approval of Agenda
  - 1.4. Approval of Consent Agenda

*(Any item or items may be pulled off the consent agenda, at the request of any board member, for consideration by the board as a whole.)*

    - 1.4.1. Regular Board of Education Meeting Minutes
    - 1.4.2. Bills
    - 1.4.3. Treasurer's Report
    - 1.4.4. Budget Report
    - 1.4.5. Personnel Actions
      - 1.4.5.1. Employment
      - 1.4.5.2. Resignations/Retirements
      - 1.4.5.3. Reassignments
  - 1.5. Resolution Accepting a Gift, Donation, Contribution or Bequest RESOLUTION ACCEPTING MONETARY, PROPERTY, GOODS OR SERVICES DONATION
  - 1.6. Public Forum
  - 1.7. Superintendent's Report
  - 1.8. Board Reports
    - 1.8.1. Board Committees
    - 1.8.2. Student Representative Report
    - 1.8.3. Administrators
  - 1.9. Congratulatory Action and Recognition
2. DISCUSSION ITEMS
  - 2.1. Jamie Skjeveland referendum update
  - 2.2. Discuss wind chill and the outside recess policy versus procedure.
  - 2.3. Discuss Vision 2030
  - 2.4. Policies 516 and 516.5 have received revisions. These are MSBA model policies. These policy revisions will be brought back to the School Board in March for formal approval.
3. ACTION ITEMS
  - 3.1. American Indian Parent Advisory Committee Vote of Concurrence
  - 3.2. Approve policies 514, 515, and 535.
  - 3.3. Approve the 2026-2027 School Calendar
4. ADJOURNMENT

ISD 129 – MONTEVIDEO PUBLIC SCHOOLS  
Minutes of Regular School Board Meeting  
Held January 12, 2026, in Montevideo, MN

Chairman Stenson called the regular meeting of the School Board of Independent School District #129 to order at 6:00 p.m. on Monday, January 12, 2025, in the District Board Room of Montevideo Middle School.

Members present were Wibben, Shourds, Norman, Miller, Birhanzl, and Stenson. Superintendent Skjeveland, Principal Sachariason, Principal Huntley, Mrs. Suchanek, 2nd-grade students, and members of the community were also present.

Principal Huntley, Superintendent Skjeveland, and Chair Stenson presented Bev Sailer with a congratulations certificate for the 25 years of service to the school district.

Director Birhanzl made the motion, and Director Shourds seconded the motion to approve the agenda as presented. The Motion carried unanimously.

Reorganization of the Board of Education:

- Andrew Stenson was elected Chairperson
- Dustin Shourds was elected Vice-Chair
- Janet Wibben was elected Clerk
- Travis Birhanzl was elected Treasurer

Appointment of Board Committees

Annual Designations and Appointments

Principal Sachariason and teacher Mrs. Suchanek gave a presentation on the reading program at the elementary schools. 5 students presented their reading skills to the board.

Director Birhanzl made the motion, and Director Shourds seconded the motion to approve the Consent Agenda as presented. The Motion carried unanimously.

- Regular Board of Education Meeting Minutes – December 8, 2025
- January Board Bills

**TOTAL EXPENDITURES BY FUND**

GENERAL FUND	\$	221,319.89
FOOD SERVICE	\$	103,238.23
COMMUNITY SERVICES	\$	7,155.14
CAPITAL EXPENDITURE	\$	176,201.65
BUILDING CONSTRUCTION	\$	-
STUDENT ACTIVITIES	\$	12,772.89
MINN RIVER VALLEY ED DIST	\$	30,606.32
MRVED COMMUNITY EDUCATION	\$	6,579.01
<b>TOTAL BY FUND</b>	<b>\$</b>	<b>557,873.13</b>

- Treasure Report
- Budget Report
- Personnel Actions
  - Employment: Alyssa Granatir, Special Education Teacher, High School and Ramsey. Hailey Robinson, Special Education Paraprofessional, Ramsey. Emmy Bollman, Title 1 Teacher, Sanford Elementary. Kala Asche, Childcare Lead with the Hawks Nest.

- Resignations/Retirements: Beverly Sailer is retiring from working in the print room. Deanna Sopland is resigning as an Assistant from the Hawks Nest. Frances Leal is resigning as Title 1 Teacher from Ramsey Elementary. Mikaela Fenger is resigning as Classroom Lead at the Hawks Nest. Noreen Neville is retiring as a Middle School Math Teacher at the end of the 25–26 school year. Stephanie Poppe is resigning from the Medical Academy with MHS.
- Resolution Accepting a Gift, Donation, Contribution, or Bequest – Doug Spray donated \$200 to the Heroes in Action Scholarship Fund. Goldleaf, Inc. donated \$750 towards the Fine Arts. Jill & Steve Condon donated \$250 to Adults with Disabilities. Motion by Director Miller, and seconded by Director Shourds, to adopt the resolution accepting the listed gifts, donations, contributions, and bequests. After a roll call vote, all members voted Aye, and the motion carried.
- Superintendent’s Report
- Student Representative Report
- Administrators Report

Discussion Items:

Superintendent Jamie Skjeveland provided an update on the 2026 Referendum.

Policies 514 and 515 have revisions; these policies will be brought back to the School Board in February for formal approval.

Policy 535 is a new policy and will be brought back in February for formal approval.

Commissioner of Education’s Review & Comment.

First Reading of the 26-27 School Calendar.

Action Items:

Motion by Director Shourds and seconded by Director Norman to approve policies 501 & 503 as presented. The motion carried.

Motion by Director Miller and seconded by Director Birhanzl to approve the resolution appointing election judges for the February 10, 2026, School District Special Election. After a roll call vote, all members voted Aye, and the motion carried unanimously.

Adjournment: Motion by Director Norman and seconded by Director Birhanzl to adjourn the meeting at 6:51 p.m. The motion carried unanimously.

**MONTEVIDEO PUBLIC SCHOOLS  
MONTHLY WARRANTS  
FEBRUARY 9, 2026**

Check #	Vendor	Amount	Description
71325	A&B BUSINESS SOLUTIONS	1,535.76	PRINTER LEASES
71326	ACUITY SPECIALTY PRODUCTS, INC	1,269.37	CUSTODIAL SUPPLIES
71327	ADVANCED FIRST-AID INC	10,790.00	NEW AEDS
71328	AMAZON CAPITAL SERVICES, INC	3,180.87	MISC SUPPLIES
71329	AMERICAN WELDING & GAS, INC	155.55	AG SHOP SUPPLIES
71330	BOELTER COMPANIES, INC	13,907.09	FOOD SERVICE EQUIPMENT
71331	BORCH'S SPORTING GOODS	145.00	ATHLETIC SUPPLIES
71332	CHAPPEL CENTRAL INC	35,170.65	HVAC CONTRACT/REPAIRS
71333	CHERRYROAD MEDIA	524.00	WINTER SPORTS PREVIEW
71334	CLARA CITY TELEPHONE	479.00	FIBER LEASE
71335	COLD STONE CREAMERY	5,548.00	CONCESSIONS
71336	COLUMN SOFTWARE PBC	177.60	LEGAL NOTICES
71337	COMMUNITY EDUCATION DEPT	5,080.00	ECSE TUITION
71338	CULLIGAN ULTRAPURE INC	193.85	SALT/WATER
71339	DAKOTA BUSINESS SOLUTIONS	308.00	POSTAGE MACHINE SUPPLIES
71340	DAYBREAK COMMITTEE	50.00	DONATION
71341	DC SIGNS	150.00	DECALS
71342	DEMCO INC	94.10	LIBRARY SUPPLIES
71343	DENNIS BENSON PIANO SERVICE	1,200.00	PIANO TUNINGS
71344	DEPARTMENT OF EMPLOYMENT AND	3,900.96	4TH QTR 2025 UNEMPLOYMENT
71345	DOUBLE D DEVELOPMENT	17,099.68	HAWKS NEST LEASE
71346	DR. WARD MILLER, LLC	2,700.00	MARCHING BAND
71347	DSC COMMUNICATIONS	1,912.75	RADIO PROGRAMMING
71348	ECOLAB PEST ELIMINATION	735.10	PEST ELIMINATION
71349	EF EDUCATIONAL TOURS	1,327.58	GERMANY/ITALY TRIP PAYMENTS
71350	EXCEL OVERHEAD DOOR	1,665.00	GARAGE DOOR REPAIRS
71351	FARMERS UNION OIL COMPANY	672.63	YOUTH BB TOURNEY PIZZAS
71352	FAST THREADS	1,789.00	SHIRTS
71353	FRENCH GLASS	4,036.28	WINDOW/DOOR/LOCK REPAIRS
71354	G. FLINN IRON AND METAL	70.00	CUSTODIAL SUPPLIES
71355	GREAT PLAINS NATURAL GAS	23,650.50	NATURAL GAS SERVICE
71356	HILLYARD FLOOR CARE SUPPLY	7,419.04	CUSTODIAL SUPPLIES
71357	HOMESTORE DESIGN CENTER INC	364.98	PAINT
71358	HORIZON POOL SUPPLY	1,172.94	POOL SUPPLIES
71359	INNOVATIVE OFFICE SOLUTIONS, LLC	4,614.11	DOOR MATS/SUPPLIES
71360	J W PEPPER AND SON INC	142.98	MUSIC SUPPLIES
71361	JAKES PIZZA	4,125.46	CONCESSIONS
71362	JOSTENS INC	13.05	DIPLOMA SIGNATURE
71363	KAATZ, KATIE	459.34	YOUTH BB TOURNEY REIMBURSEMENTS
71364	KENNEDY & GRAVEN CHARTERED	715.50	LEGAL SERVICES
71365	MARCO	2,279.12	COPIER LEASE
71366	MARCO TECHNOLOGIES, LLC	361.35	COPIER SUPPLIES
71367	MEEKER & WRIGHT SPEC ED CO-OP	2,854.92	WINGS GEN ED TUITION
71368	MELODY LANES FAMILY ENTERTAINM	150.00	BOWLING
71369	METRO SOUND & LIGHTING	1,150.00	SOUND MIXER
71370	MHS FACULTY LOUNGE, DEB HINDE	43.54	VENDING PROCEEDS
71371	MIND YOUR BUSINESS	40.13	SHIPPING
71372	MINNESOTA SCHOOL BOARDS ASSN	125.00	REGISTRATIONS
71373	MN RIVER VALLEY EDUCATION DIST	1,943.50	MELT MEALS
71374	MOLDE'S ELECTRIC & MECHANICAL II	6,717.46	ELECTRICAL/LIGHT REPAIRS
71375	MONTE CANDY CO	759.00	CONCESSIONS

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71376	MONTE HARDWARE HANK	1,111.67	CUSTODIAL SUPPLIES
71377	MONTEVIDEO MARKET	656.66	FACS SUPPLIES
71378	NEW DOMINION SCHOOL	6,253.96	IN CARE & TREATMENT
71379	NYSTROM PUBLISHING COMPANY INI	6,264.44	ELECTION MATERIALS
71380	OFFICE OF MNIT SERVICES	40.33	COMPUTING SERVICES
71381	PEPSICO BEVERAGE SALES LLC	675.67	CONCESSIONS
71382	QUADIENT LEASING USA, INC	464.07	POSTAGE METER LEASE
71383	RIVER VALLEY REPAIR & SALES	445.62	SNOWBLOWER REPAIRS
71384	RUNNING'S SUPPLY INC	461.20	CUSTODIAL SUPPLIES
71385	SARLETTES MUSIC	3,304.49	BAND SUPPLIES/EQUIPMENT
71386	SCHOLASTIC, INC	392.45	TITLE I BOOKS
71387	SCHOOL SPECIALTY INC	348.37	SUPPLIES
71388	SONOVA USA INC, PHONAK	1,624.20	NEW HEARING UNIT
71389	STAR GROUP, LLC	140.45	CUSTODIAL SUPPLIES
71390	STARLIGHT AND MAIN THEATRE COM	500.00	SUMMER CHILDREN'S THEATRE DEPOSIT
71391	SW/WC SERVICE COOPERATIVE	15,343.00	LEASE ALLOCATION
71392	TAHER, INC	132,606.31	FOOD SERVICE MANAGEMENT
71393	T-MOBILE	89.25	BUS ACCESS POINTS
71394	TRANE US INC	1,496.75	HVAC REPAIRS
71395	TREVIPAY	2,077.46	MISC SUPPLIES
71396	TRIO SUPPLY COMPANY	640.60	FOOD SERVICE SUPPLIES
71397	VISA	6,010.61	MISC SUPPLIES
71398	WEST CENTRAL STEEL, INC	110.00	AG SHOP SUPPLIES
71399	WEST MUSIC	66.92	BAND SUPPLIES/EQUIPMENT
71400	WIBBEN, JANET	286.82	MSBA CONFERENCE REIMBURSEMENTS
9000000167	ARNOLD, JILL M	15.31	CURRICULUM REIMBURSEMENT
9000000168	BORAAS, ERIK J	105.17	BOYS BBALL REIMBURSEMENT
9000000169	CARLSON, KAILEE A	24.56	BETWEEN BUILDING MILEAGE
9000000170	DAY, THERESA M	199.06	SUBSCRIPTION & MILEAGE
9000000171	DISCOVER YOUR SISU THERAPY SEF	5,477.48	OT SERVICES
9000000172	EPEMA, TIMOTHY D	699.68	BASEBALL CLINIC REIMBURSEMENTS
9000000173	FRAGODT, CONNIE	27.55	HOME VISIT MILEAGE
9000000174	FRANK, EMILY C	26.47	SUPPLIES
9000000175	FRANK, RILEY J	45.02	SUPPLIES
9000000176	GEERDES, STACY T	89.42	SUBSCRIPTION & MILEAGE
9000000177	GOPHER STATE ONE CALL	50.00	LOCATING FEE
9000000178	HAWKINS INC	1,708.62	POOL CHEMICALS/NEW VACUUM
9000000179	HUNTLEY, SHAWN K	333.52	MASSP REIMBURSEMENTS
9000000180	IS-CORP	562.50	FINANCE SOFTWARE HOST
9000000181	KNOOP, HAYLEY ANNA	1,373.55	CONCESSIONS
9000000182	MADER, JOHN C	21.00	BETWEEN BUILDING MILEAGE
9000000183	MALDONADO, MARIA M	83.80	MILEAGE
9000000184	MARCIAL JIMENEZ, ERENDIRA	20.00	TRAINING
9000000185	RICHARD, ILENE KAY	10.00	TRAINING
9000000186	RIETVELD, TODD J	894.25	TRACK CLINIC EXPENSES
9000000187	ROBARGE, NANCY ANN	63.50	TRAINING
9000000188	SANDVEN, WENDY S	407.66	TRACK CLINIC EXPENSES
9000000189	SHOEMAKER, BRANDEE	70.16	STUDENT COUNCIL SUPPLIES
9000000190	SIEBERT, KATELYN M	64.00	AUDITION FEES
9000000191	SKJEVELAND, JAMIE S	69.60	MILEAGE
9000000192	SNELL, KELLY M	125.90	MILEAGE
9000000193	VAN SICKLE, ERIC ROYCE	14.59	STAGE SET MATERIALS

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9000000194 WEBB, DEREK CHARLES 30.11 SUPPLIES

**TOTAL MONTEVIDEO WARRANTS \$ 368,993.52**

**MINNESOTA RIVER VALLEY EDUCATION DISTRICT WARRANTS**

71245	4.0 SCHOOL SERVICES INC	\$	242.55	ALC TRANSPORTATION
71246	ANDREWS, NICHOLE	\$	150.00	MELT 2026 STIPEND
71247	BECKERMANN, PAUL	\$	800.00	MELT 2026 STIPEND
71248	BERGESON, BRUCE D	\$	190.95	JANUARY MILEAGE & PHONE
71249	BERGESON, KAIA	\$	14,700.00	CTE CLASSES
71250	BERGMAN VENTURES LLC	\$	500.00	MELT 2026 STIPEND
71251	BESONEN, ALYSSA	\$	100.00	MELT 2026 STIPEND
71252	BRADSETH, TYLER	\$	100.00	MELT 2026 STIPEND
71253	BUYASSE, KALEY	\$	50.00	MELT 2026 STIPEND
71254	CAMPOS, CINDY	\$	100.00	MELT 2026 STIPEND
71255	CLARA CITY TELEPHONE	\$	200.00	FIBER LEASE
71256	CLAUSEN, DARREN	\$	150.00	MELT 2026 STIPEND
71257	CULLIGAN ULTRAPURE INC	\$	61.90	WATER
71258	DEBLIECK, HAILEY	\$	100.00	MELT 2026 STIPEND
71259	DEMPCY, KRISHANA	\$	100.00	MELT 2026 STIPEND
71260	DENNIS SMITH TRAINING & DEVELOP	\$	1,000.00	MELT 2026 STIPEND
71261	DOMEIER, SHELBY	\$	50.00	MELT 2026 STIPEND
71262	EBBERS, RACHEL	\$	100.00	MELT 2026 STIPEND
71263	ELFERING, CASEY J	\$	50.75	ABE MILEAGE
71264	EVJE, NIKKI	\$	500.00	MELT 2026 STIPEND
71265	FALNESS, KARIN	\$	400.00	MELT 2026 STIPEND
71266	FELTON, CHAD	\$	200.00	MELT 2026 STIPEND
71267	FOY, DIANA	\$	250.00	MELT 2026 STIPEND
71268	GREAT PLAINS NATURAL GAS	\$	977.36	MRVED NATURAL GAS SERVICE
71269	GUNLOGSON, JENNIFER E	\$	800.00	MELT 2026 STIPEND
71270	HANSEN, LISA	\$	100.00	MELT 2026 STIPEND
71271	HANSON, SCOTT	\$	200.00	MELT 2026 STIPEND
71272	HARTKE, KAREN	\$	1,349.40	LITERACY HOURS/MILEAGE & MELT STIPEND
71273	HEINECKE, MAUREEN	\$	100.00	MELT 2026 STIPEND
71274	HOEFER, KIM	\$	100.00	MELT 2026 STIPEND
71275	HURLEY, BRANDON	\$	100.00	MELT 2026 STIPEND
71276	ISD #2180-MACCRAY	\$	140.00	ABE DAYCARE
71277	ISD #2190 - YME	\$	40,773.75	MVCC QUARTER 2 PAYMENT
71278	ISD #2853-LAC QUI PARLE VALLEY	\$	2,047.50	BREAKFASTS FOR MELT
71279	ISFELD, TAMMY	\$	400.00	MELT 2026 STIPEND
71280	JOSEPHSON, JARED	\$	100.00	MELT 2026 STIPEND
71281	KEAVENY, JARED	\$	100.00	MELT 2026 STIPEND
71282	KENT, ASHLEY U	\$	200.00	MELT 2026 STIPEND
71283	KENT, BRENNAN JAMES	\$	150.00	MELT 2026 STIPEND
71284	KENT, MITCHELL	\$	150.00	MELT 2026 STIPEND
71285	KNUTSON, BRENNA	\$	300.00	MELT 2026 STIPEND
71286	LIPPERT, KIM	\$	84.10	ABE MILEAGE
71287	LUNDBERG, ERIK	\$	50.00	MELT 2026 STIPEND
71288	MARKFORT, MACI	\$	300.00	MELT 2026 STIPEND
71289	MARKWORTH, NICHOLE	\$	300.00	MELT 2026 STIPEND
71290	MARTIN, SHAWN	\$	1,180.40	MAAP STARS CONFERENCE

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71291	MCKONE, PAT	\$	625.00	MELT 2026 STIPEND
71292	MEINERS, JAY	\$	500.00	MELT 2026 STIPEND
71293	MILLS, PEYTON	\$	200.00	MELT 2026 STIPEND
71294	MINNESOTA WEST-WORTHINGTON	\$	1,135.00	ABE RENT
71295	MOEN, SHELBY MARIE	\$	200.00	MELT 2026 STIPEND
71296	NEGEN, JEREMY	\$	100.00	MELT 2026 STIPEND
71297	NOLTE, JOHN	\$	200.00	MELT 2026 STIPEND
71298	NUYTEN, MARCY E	\$	300.00	MELT 2026 STIPEND
71299	OLSON, TRACI	\$	50.00	MELT 2026 STIPEND
71300	PIOTTER, HEATHER	\$	100.00	MELT 2026 STIPEND
71301	RADEMACHER, KENDRA	\$	100.00	MELT 2026 STIPEND
71302	ROSA, JESSICA	\$	150.00	MELT 2026 STIPEND
71303	SAWATZKY, SCOTT	\$	100.00	MELT 2026 STIPEND
71304	SCHERBER, MORGAN	\$	500.00	MELT 2026 STIPEND
71305	SCHMIDT, HOPE A	\$	400.00	MELT 2026 STIPEND
71306	SCHUELER, DAVE	\$	100.00	MELT 2026 STIPEND
71307	SCHULTE, MELISSA A	\$	100.00	MELT 2026 STIPEND
71308	SEEMANN, TONY	\$	100.00	MELT 2026 STIPEND
71309	SHACKELFORD, RICK	\$	100.00	MELT 2026 STIPEND
71310	SHARKEY, KAYLA	\$	400.00	MELT 2026 STIPEND
71311	SKOGEN, BRIAN	\$	500.00	MELT 2026 STIPEND
71312	SMITH, STEPHANIE	\$	100.00	MELT 2026 STIPEND
71313	SOLEM, SADIE	\$	100.00	MELT 2026 STIPEND
71314	SORENSEN, BROOKLYN P	\$	100.00	MELT 2026 STIPEND
71315	STIKLESTAD, MELINDA	\$	150.00	MELT 2026 STIPEND
71316	VAN OSS, NIC	\$	850.00	MELT 2026 STIPEND
71317	VISA CARDMEMBER SERVICE	\$	3,100.72	MISC EXPENSES
71318	VOIT, JOHN	\$	100.00	MELT 2026 STIPEND
71319	VOSS, DANA	\$	100.00	MELT 2026 STIPEND
71320	WEBSTER, LORAL	\$	250.00	MELT 2026 STIPEND
71321	WENTLAND, AMANDA	\$	700.00	MELT 2026 STIPEND
71322	WINONA STATE UNIVERSITY FOUND/	\$	250.85	HEALTH FORCE CENTER OF EXCELLENCE
71323	WREDE, CARLY	\$	100.00	MELT 2026 STIPEND
71324	YOUNG, ANGIE	\$	300.00	MELT 2026 STIPEND

**TOTAL MRVED WARRANTS** \$ **82,260.23**

**TOTAL EXPENDITURES BY FUND**

GENERAL FUND	\$	133,754.00
FOOD SERVICE	\$	148,690.74
COMMUNITY SERVICES	\$	5,284.03
CAPITAL EXPENDITURE	\$	59,881.99
BUILDING CONSTRUCTION	\$	-
STUDENT ACTIVIES	\$	20,944.52
MINN RIVER VALLEY ED DIST	\$	80,789.91
MRVED COMMUNITY EDUCATION	\$	1,908.56
<b>TOTAL BY FUND</b>	<b>\$</b>	<b>451,253.75</b>

**JANUARY 2026 WIRES / CASH TRANSFERS**

1/9/2026 WIRE FROM PMA TO OLD NATIONAL	\$	350,000.00	BOARD BILLS
1/14/2026 WIRE FROM PMA TO MINNWEST	\$	760,000.00	PAYROLL

**MONTEVIDEO PUBLIC SCHOOLS  
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1/16/2026	WIRE FROM PMA TO OLD NATIONAL	\$	300,000.00	PAYROLL
1/23/2026	WIRE FROM PMA TO OLD NATIONAL	\$	200,000.00	INS PAYMENT/BILLS
	WIRE FROM PMA TO MINNWEST			PAYROLL
	WIRE FROM PMA TO MINNWEST			PAYROLL
	WIRE FROM PMA TO OLD NATIONAL			PAYROLL

**JANUARY 2026 MANUAL CHECKS**

71069	CITY OF MONTEVIDEO UTILITIES	\$	2,962.56	UTILITIES BILLINGS
71070	EMPLOYERS PREFERRED INS CO	\$	13,988.00	24-25 WORK COMP FINAL PREMIUMS AUDIT
71071	PEPSICO BEVERAGE SALES LLC	\$	972.18	CONCESSIONS
71072	PETTY CASH FUND	\$	5,514.04	PETTY CASH REIMBURSEMENTS
71073	TREVIPAY	\$	1,124.94	MISC EXPENSES
71206	FARMERS UNION OIL COMPANY	\$	2,759.71	BULK FUEL / DRIVERS ED FUEL
71207	GREAT PLANS NATURAL GAS	\$	19,589.93	NATURAL GAS BILLINGS
71208	GREY, MARY L	\$	12,233.20	SEVERANCE PAYMENT
71209	MONTE CANDY CO	\$	72.00	CONCESSIONS
71210	MONTEVIDEO MARKET	\$	502.24	FACS SUPPLIES
71211	PEPSICO BEVERAGE SALES LLC	\$	1,495.23	CONCESSIONS
71212	THE HILLTOP	\$	8,076.50	MELT LUNCHES
71213	TREVIPAY	\$	1,419.81	MISC EXPENSES
71214	VERIZON WIRELESS	\$	682.57	MOBILE PHONE BILLINGS
71215	XCEL ENERGY	\$	24,348.77	ELECTRIC BILLINGS
71216	4.0 SCHOOL SERVICES INC	\$	134,293.73	TRANSPORTATION SERVICES
71217	CITY OF MONTEVIDEO UTILITIES	\$	2,980.10	CITY UTILITIES
71218	MINNESOTA CLAY	\$	482.39	HIGH SCHOOL ART
71219	PEPSICO BEVERAGE SALES LLC	\$	895.26	CONCESSIONS
71220	JAMIE S SKJVELAND	\$	4,812.57	MSBA CONFERENCE EXPENSES
71221	TREVIPAY	\$	669.65	MISC EXPENSES
71222	XCEL ENERGY	\$	18,787.54	ELECTRIC BILLINGS
71223	BISBEE PLUMBING & HEATING	\$	24,178.00	DRAW #6 HVAC PROJECT
71224	ISD 129	\$	9,150.00	YOUTH BB TOURNEY STARTING CASH
71225	ACHIEVE TFC, LLC	\$	2,250.00	STRATEGIC PLANNING - MRVED
71226	CENTURYLINK-AZ	\$	134.19	ABE PHONE SERVICE
71227	CITY OF MONTEVIDEO UTILITIES	\$	286.25	MRVED CITY UTILITIES
71228	DISCIPLINE ASSOCIATES, LLC	\$	150.00	MRVED BOOKS
71229	XCEL ENERGY	\$	799.18	MRVED ELECTRICAL SERVICE
71230	YERIGAN, TANYA	\$	2,000.00	MELT 2026 PRESENTER
71231	BALDEAGLE, WANIYETU	\$	375.00	BEADING WORKSHOP
71232	CHASE, DAWN	\$	500.00	STAR QUILTS
71233	IRONHEART-TREMBLAY, MORGAN	\$	375.00	RED WILLOW PRESENTATION
71243	DRAPAEU, GEORGINA	\$	950.00	STAR QUILTS

**TOTAL JANUARY 2026 MANUAL CHECKS      \$      299,810.54**

**JANUARY 2026 PAYROLL DEDUCT CHECKS/EFT PMTS**

US TREAS	US TREASURY	\$	136,336.79	FEDERAL PAYROLL TAX
US TREAS	US TREASURY	\$	136,440.98	FEDERAL PAYROLL TAX
MN REV	MN DEPARTMENT OF REVENUE	\$	21,177.89	STATE WITHHOLDING
MN REV	MN DEPARTMENT OF REVENUE	\$	21,565.67	STATE WITHHOLDING
MN TRA	MINNESOTA TEACHERS RETIREMENT ASSOC	\$	79,553.53	TRA EFT

**MONTEVIDEO PUBLIC SCHOOLS  
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MN TRA	MINNESOTA TEACHERS RETIREMENT ASSO	\$	79,321.20	TRA EFT
MN PERA	MN PUBLIC EMPLOYEES RETIREMENT ASSO	\$	22,023.29	PERA EFT
MN PERA	MN PUBLIC EMPLOYEES RETIREMENT ASSO	\$	26,483.90	PERA EFT
BCBS	BLUE CROSS BLUE SHIELD OF MINN	\$	224,620.00	HEALTH EFT
EBC	EDUCATORS BENEFIT CONSULTANTS	\$	38,466.41	PAYROLL 403(B) EFT
EBC	EDUCATORS BENEFIT CONSULTANTS	\$	31,141.29	PAYROLL 403(B) EFT
	71198 AFLAC	\$	1,427.41	PAYROLL ACCRUAL
	71199 AFSCME COUNCIL 65	\$	134.08	PAYROLL ACCRUAL
	71200 ISD #129 - MONTEVIDEO	\$	3,541.55	PAYROLL ACCRUAL
	71201 MEA	\$	9,952.37	PAYROLL ACCRUAL
	71202 MONTEVIDEO PUBLIC SCHOOL	\$	20.00	PAYROLL ACCRUAL
	71203 NCPERS GROUPE LIFE INS	\$	48.00	PAYROLL ACCRUAL
	71204 SOUTHWEST INITIATIVE FOUNDATION	\$	236.50	PAYROLL ACCRUAL
	71205 WI SCTF	\$	324.00	PAYROLL ACCRUAL
	71234 AFSCME COUNCIL 65	\$	618.05	PAYROLL ACCRUAL
	71235 AVIBEN	\$	174.20	PAYROLL ACCRUAL
	71236 ISD #129 - MONTEVIDEO	\$	3,541.55	PAYROLL ACCRUAL
	71237 MADISON NATIONAL LIFE INS	\$	5,517.78	PAYROLL ACCRUAL
	71238 MEA	\$	9,952.37	PAYROLL ACCRUAL
	71239 METLIFE	\$	7,452.75	PAYROLL ACCRUAL
	71240 SOUTHWEST INITIATIVE FOUNDATION	\$	236.50	PAYROLL ACCRUAL
	71241 VSP INSURANCE CO	\$	1,559.40	PAYROLL ACCRUAL
	71242 WI SCTF	\$	324.00	PAYROLL ACCRUAL
	<b>TOTAL PAYROLL CHECKS/EFTS</b>	<b>\$</b>	<b>746,697.36</b>	

**JANUARY 2026 PETTY CASH DISBURSEMENTS**

1/15/2026	**VOID**Gullickson, Vance	\$	-	BBB Official 1/16/26
1/15/2026	**VOID**Kleinwolterink, Joe	\$	-	BBB Official 1/16/26
1/15/2026	**VOID**Larson, Cory	\$	-	BBB Official 1/16/26
1/22/2026	**VOID**Snider, Christina	\$	-	Boys Swim Starter 1/22/26
1/13/2026	Arends, Carol	\$	28.50	Lunch account balance
1/6/2026	ASCHE, ERIC	\$	150.00	BBB Official 1/8/26
1/26/2026	ASCHE, ERIC	\$	150.00	BBB Official 1/26/26
1/13/2026	Breakdown Sports USA	\$	175.00	Inv. 12334 - Granite City Classic
1/26/2026	Brehmer, Aaron	\$	160.00	BBB Official 1/29/26
1/26/2026	Brouwer, Tory	\$	160.00	BBB Official 1/29/26
1/6/2026	Bruer, Michael	\$	150.00	BBB Official 1/8/26
1/26/2026	Busskohl, Brett	\$	175.00	
1/15/2026	CCM Wellness Center	\$	200.00	
1/13/2026	Chippewa County 4-H	\$	280.00	Youth Enrichment Classes
1/6/2026	Chippewa Valley Youth Club	\$	125.00	ECFE Rental 3/14/26
1/13/2026	Ellingson, James B.	\$	165.00	Boys Swim Starter 1/13/26
1/26/2026	Ellingson, James B.	\$	175.00	Boys Swim Starter 1/27/26
1/6/2026	Ewing, Branna	\$	211.00	Dance Judge 1/9/26
1/6/2026	Ewing, Kylie	\$	165.50	Dance Judge 1/9/26
1/26/2026	Foslien, Adam	\$	175.00	
1/6/2026	Guertin, Dave	\$	75.00	JV GBB Official 1/10/26
1/6/2026	Guertin, Josh	\$	75.00	JV GBB Official 1/10/26
1/6/2026	Gullickson, Vance	\$	150.00	BBB Official 1/6/26
1/26/2026	Gullickson, Vance	\$	175.00	
1/6/2026	Huhnerkoch, Shayna	\$	75.50	Dance Judge 1/9/26
1/6/2026	Johnson, Josephine	\$	176.00	Dance Judge 1/9/26

**MONTEVIDEO PUBLIC SCHOOLS  
MONTHLY WARRANTS  
FEBRUARY 9, 2026**

1/6/2026	Johnson, Matt	\$	150.00	BBB Official 1/6/26
1/6/2026	Kaczmarek, Gary	\$	175.00	
1/26/2026	Kaczmarek, Gary	\$	160.00	GBB Official 1/27/26
1/6/2026	Kilibarda, Mark	\$	75.00	JV BBB Official 1/10/26
1/26/2026	Kleinwolterink, Joe	\$	150.00	BBB Official 1/26/26
1/6/2026	Kuehn, Rylee	\$	141.00	Dance Judge 1/9/26
1/6/2026	Kurtz, Rachael	\$	191.00	Dance Judge 1/9/26
1/22/2026	LaHaye, Brooke	\$	12.00	Scholastic Order
1/30/2026	Minnesota River Valley Cancer Connections	\$	25.00	Check made out to ISD 129
1/6/2026	Mogard, Ryan	\$	150.00	BBB Official 1/6/26
1/15/2026	MRI Software LLC	\$	20.00	Inv. MRIUS2647115 - Employee Background Check
1/15/2026	MSSWA	\$	90.00	Inv. 12137 - Registration (S Marcinkowski)
1/26/2026	Pagel, Joseph	\$	160.00	GBB Official 1/27/26
1/6/2026	Piekarski, Paige	\$	189.00	Dance Judge 1/9/26
1/6/2026	Rasmussen, Shannon	\$	161.00	Dance Judge 1/9/26
1/26/2026	Schiller, Clint	\$	150.00	BBB Official 1/26/26
1/6/2026	Schmidgall, John	\$	150.00	BBB Official 1/8/26
1/6/2026	Schwinghammer, Ethan	\$	175.00	
1/6/2026	Shackelford, Rick	\$	75.00	JV BBB Official 1/10/26
1/26/2026	Shackelford, Rick	\$	150.00	
1/6/2026	Snider, Christina	\$	175.00	Boys Swim Starter 1/8/26
1/6/2026	Snow, Ryan	\$	175.00	
1/26/2026	Swedzinski, Collin	\$	160.00	GBB Official 1/27/26
1/22/2026	SWMBDA	\$	135.00	Honor Band - Montevideo
1/26/2026	Tanner, Tim	\$	150.00	
1/13/2026	Wallace Radio Syndication, LLC	\$	120.00	Inv. 5718 - Adjustments to dance songs
1/26/2026	Westby, Phil	\$	160.00	BBB Official 1/29/26

**JANUARY 2026 PETTY CASH TOTAL \$ 6,995.50**

**Independent School District No. 129  
TREASURER'S REPORT TO THE SCHOOL BOARD**

Date of Report: February 2026

For the Month of: January 2026

Funds	Balance Beginning of Month	Receipts	Disbursements	Accounting/P rior Year Adjustments	Balance End of Month
General	1,195,871.45	10,093,143.14	9,943,313.19	439.36	1,346,140.76
Food Service	661,264.98	122,573.84	103,736.99		680,101.83
Community Service	-431,830.72	118,116.16	164,350.76		-478,065.32
Capital Outlay	-731,980.25	302.74	177,585.39		-909,262.90
Building Construction	496,413.39	1,881.33	24,178.00		474,116.72
Debt Service	1,591,473.17	12,955.98	1,156,713.89		447,715.26
Flex Benefit	16,261.74	7,083.10	14,569.75		8,775.09
Student Activities	296,053.12	46,271.16	17,590.44		324,733.84
MRVED	2,491,884.16	260,758.99	239,288.02		2,513,355.13
<b>TOTALS</b>	<b>5,585,411.04</b>	<b>10,663,086.44</b>	<b>11,841,326.43</b>	<b>439.36</b>	<b>4,407,610.41</b>

**RECONCILEMENT OF TREASURER'S BALANCE WITH BANK STATEMENTS**

Bank	Bank Balance	Outstanding Checks	Outstanding Deposits	Other Reconciling Items	Balance Per Treasurer's Books
<b>Checking</b>					
Old National Bank	\$283,164.53	\$68,263.32	\$876.83	-\$31,141.29	\$ 184,636.75
MinnWest Bank	\$30,099.43	\$540.24		-\$21,565.67	\$ 7,993.52
Flex Account	\$14,033.55	\$8,800.01	\$3,541.55		\$ 8,775.09
HS Checking - MW	\$2,942.31	\$31.18			\$ 2,911.13
<b>Trust Accounts</b>					
			<b>Interest Rate</b>		
PMA MN Trust			3.64%		\$ 1,595,752.55
PMA - 2025A			3.64%		\$ 610,582.13
Liquid Asset Fund			3.59% & 3.68%		\$ 190,951.73
<b>Investments</b>					
		<b>Maturity Date</b>			
Co-op Credit Union					\$ 329.92
Old National Bank- Scholarship		6/11/2026	4.26%		\$ 146,345.83
MN Trust Full Flex (TFed CU), IL		2/28/2026	3.60%		\$ 257,381.73
First National Bank of McGregor, TX		7/21/2026	4.75%		\$ 227,900.00
ServisFirst Bank, FL		7/21/2026	4.98%		\$ 226,950.00
First Internet Bank of Indiana, IN		7/27/2026	4.47%		\$ 229,700.00
Consumers Credit Union, IL		8/28/2026	4.08%		\$ 240,100.00
American Commercial Bank & Trust		1/25/2027	3.96%		\$ 236,700.00
Solera National Bank, CO		1/25/2027	3.69%		\$ 240,600.00
Investors Choice			0.01%		\$ 0.03
<b>Treasurer's Balance Per Books</b>					<b>\$4,407,610.41</b>

PERIOD ENDING JANUARY 31,2026

MONTEVIDEO PUBLIC SCHOOLS

2025-2026 BUDGET COMPARISON REPORT

REVENUES	25-26 BUDGET	25-26 YTD RECEIVED	% RECEIVED	24-25 BUDGET	24-25 YTD RECEIVED	% RECEIVED
General Fund-01	\$22,086,768.00	\$9,250,300.79	41.88%	\$21,630,219.00	\$8,697,610.24	40.21%
Food Service Fund-02	\$1,459,700.00	\$439,953.07	30.14%	\$1,368,000.00	\$521,744.36	38.14%
Community Education Fund-04	\$1,692,466.00	\$641,796.60	37.92%	\$1,654,665.00	\$734,105.91	44.37%
Capital Outlay-05	\$1,071,069.00	\$0.00	0.00%	\$1,100,641.00	\$12,688.00	1.15%
Building Construction-06	\$0.00	\$39,384.36	0.00%	\$0.00	\$0.00	0.00%
Debt Redemption Fund-07	\$1,336,387.00	\$695,490.70	52.04%	\$1,222,749.00	\$632,879.90	51.76%
Student Activities - 50	\$386,400.00	\$123,378.62	31.93%	\$386,400.00	\$129,828.04	33.60%
<b>TOTAL OF ALL FUNDS</b>	<b>\$28,032,790.00</b>	<b>\$11,190,304.14</b>	<b>39.92%</b>	<b>\$27,362,674.00</b>	<b>\$10,728,856.45</b>	<b>39.21%</b>
<b>***Less FUND 06</b>	<b>\$28,032,790.00</b>	<b>\$11,150,919.78</b>	<b>39.78%</b>	<b>\$27,362,674.00</b>	<b>\$10,728,856.45</b>	<b>39.21%</b>

EXPENDITURES	25-26 BUDGET	25-26 YTD EXPENDED	% EXPENDED	24-25 BUDGET	24-25 YTD EXPENDED	% EXPENDED
General Fund-01	\$22,080,610.00	\$10,558,008.87	47.82%	\$21,561,544.00	\$9,462,351.31	43.89%
Food Service Fund-02	\$1,557,586.00	\$586,112.46	37.63%	\$1,542,141.00	\$648,071.34	42.02%
Community Education Fund-04	\$1,623,225.00	\$899,056.67	55.39%	\$1,651,965.00	\$898,793.79	54.41%
Capital Outlay-05	\$1,341,873.00	\$661,374.14	49.29%	\$1,324,600.00	\$1,642,949.80	124.03%
Building Construction-06	\$0.00	\$2,895,204.08	0.00%	\$0.00	\$0.00	0.00%
Debt Redemption Fund-07	\$1,228,638.00	\$1,157,188.89	94.18%	\$1,118,250.00	\$1,095,537.50	97.97%
Student Activities - 50	\$366,800.00	\$53,592.15	14.61%	\$366,800.00	\$58,265.30	15.88%
<b>TOTAL OF ALL FUNDS</b>	<b>\$28,198,732.00</b>	<b>\$16,810,537.26</b>	<b>59.61%</b>	<b>\$27,565,300.00</b>	<b>\$13,805,969.04</b>	<b>50.08%</b>
<b>***Less FUND 06</b>	<b>\$28,198,732.00</b>	<b>\$13,915,333.18</b>	<b>49.35%</b>	<b>\$27,565,300.00</b>	<b>\$13,805,969.04</b>	<b>50.08%</b>



## February School Board Student Representative Report

### **Microwave Update**

Thanks to an anonymous donor, we were able to get a microwave for the lunchroom. This will begin on Monday. I will continue to update on how this goes!

### **Senior News**

The senior class had a busy January with scholarships and our Spaghetti Scholarship supper. We were able to get the record amount of donations from local businesses and had around 293 people attend the supper. Out of 94 eligible seniors, 68 of them submitted the General Scholarship Application. This application covers dozens of local businesses and various awards. This also means that over  $\frac{2}{3}$  of the class is enrolled in a postsecondary school and are planning to continue their education. 34 scholarships with special applications had at least one applicant. And, out of the 68 seniors that applied, they filled out a total of 432 applications.

### **Sports and Activities**

Dance - They were double Conference Champs last week and will be competing in sections this weekend.

Wrestling - They have had a good season. Team sections begin next Thursday, and the team has four state ranked individuals.

Girls Basketball - They have had a little bit of a challenging season, but continue to work hard. Playoffs will start in a couple of weeks.

Boys Basketball - They have had a great season. Playoffs will start at the end of this month, and they are currently on a 14 game win streak.

Boys Swim and Dive - Swim has also had a good season overall, with consistent growth and progress. They are currently heading into the postseason.

One Act Play - They placed second in subsections, which advanced them to sections, ending their season on a good note.

Math Team - Math team is also going well, and they have one meet left next week

Thank you!

Emmary Birhanzl

School Board Student Representative

# February Board Updates

## Hawks Nest: Kelly Snell

The 30th Annual Montevideo Youth Basketball Tournament held January 31 hosted 54 teams from 18 schools. Games were played on six courts in three gyms from 8:00 AM - 10:00 PM. This event brought over 1700 people to our community. Ryan Lalim, 7th grade boys coach from Canby received the coveted Jeff Mann Sportsmanship Award. It was a great day for Montevideo youth basketball.

Classes for youth starting in February include Volleyball Pepper Gym, Indoor Soccer, Gaga Ball, Musical Theatre Magic and Lego Build Zone. For adults we continue to offer weights for women, Pickleball and this month we are adding a Paint Party with SJ Miller Arts.

The second session of 2025-2026 Early Childhood Screening is scheduled for February 9-10 at Salem Lutheran church. ECS is a free, quick check of a young child's growth and development. It looks at key areas such as vision, hearing, speech and language, motor skills, social-emotional development, and early learning skills. The purpose is to identify strengths and any possible concerns early, so families and schools can provide support before children start school. Screening is not a test or diagnosis—it's simply a way to ensure children are healthy, learning, and ready for success in kindergarten. Kris Kristopherson takes the lead on organizing ECS with the help of Small World staff and several community partners.

Certified Trauma & Resilience Specialist in Education, John Mader, attended the January Thunder Hawk Care staff meeting providing ACES and Trauma Informed Instruction training to the staff. This training assists us in meeting the requirements as a Parent Aware rated licensed and certified childcare provider. The staff will also be attending the Kids First Conference on March 6-7 to fulfill the remainder of their required training hours. As a result LTH and JTH will be closed on Friday, March 6. This past month we have hired two staff members to the LTH team and once they are fully trained we will be able to resume our full hours in the infant room.

As you can see, our building remains active and engaged. It is a privilege to connect with our community and serve families through Community Education, and we appreciate the continued support of the School Board as this work continues.

## MES: Heidi Sachariason

### MES FAMILY ENGAGEMENT

#### MES Hawk News

MES provides families with weekly newsletters. This is a strategy we use at the elementary level to keep families informed. Below are the newsletters we have had for families so far this year. Staff also receive a newsletter each week.

- [January 9th MES News for Families](#)
- [January 16th MES News for Families](#)
- [January 23rd MES News for Families](#)
- [January 30th MES News for Families](#)

## ACHIEVEMENT

### Student Growth Meetings

On January 28th and 29th, we conducted Student Growth Meetings with all grade-level teams. Teachers analyzed the results from our recent FastBridge and STAR benchmark assessments. This data is being used to adjust our Tier 2 instructional groups, ensuring that student support aligns with their current academic needs.

## COMMUNITY ENGAGEMENT

### National Anthem

A special thank you to our music teachers, Mrs. Frank and Mr. Boyum. Students in grades 1-4 sang the National Anthem before the Boys Basketball Game on Thursday, January 29th. It was a wonderful experience and the gym was full

## MMS: Shawn Huntley

Insert Update Here

## MHS: Tanya Maethner

Insert Update Here

## Activities: Michael Trewick

**Hall of Fame:** The committee met on Sunday 2/1 and plan another meeting for 2/22. Here was the agenda.

1. Review and amend the by-laws as needed. A. Possible things to discuss:

1. Officers and Duties of Officers - stay the same or need changing?

2. Meeting schedule.

3. Nomination process? Any changes? Would we consider opening nominations up to the community?

4. Would we consider Hall of Fame teams or groups (for example whole team or a relay team)?

5. Ceremony: in the past it has been done over Fiesta Days. Mike has suggested home coming week.

Could introduce new members at a Friday pep fest and still have a formal ceremony on Saturday?

6. Eligibility: eligibility after 15 years. Is that appropriate for athletes, coaches, administrators, others?

7. Voting process.

8. Anything else in the by-laws need adjusting or do we need to add anything?

2. Review the list of possible candidates

**Fine Arts Day:** We had several singing performances and the one Act play performed its play. This one was done in Hollywood. Hoping to expand this next year to include some musical performances also.

**Cancer and Snow Week:** This was well done by our cancer committee. Here is the summary we sent to the MSHSL Community Service Challenge:

The 11th Annual ThunderHawks vs Cancer event was a HUGE success again this year! A total of \$7867.36 was earned at Tuesday and Thursday night's home events! All proceeds are donated to the Minnesota River Valley Cancer Connections of Chippewa and Yellow Medicine Counties. Over the past 11 years, ThunderHawks vs Cancer has now donated approximately \$64,000 to help the fight against cancer!

The fundraiser is held mainly during our "Snow Week," when we have both girls and boys BB events, also including boys swimming and our GoldDuster Danceline team. We sell ThunderHawks vs Cancer t-shirts leading up to the event. During the two night events, we have a 75 second "bucket challenge" where we have students run around during a timeout with 5

gallon pails to collect donations from the crowd (we had \$2902 donated over the two nights). We also sold raffle tickets to win an autographed jersey for two of our former athletes who are playing in college (Francis O'Malley playing football at UMD, and Avery Koenen playing basketball at NDSU), as well as \$100 gift cards to local businesses. During halftime of each game there is an airplane toss where our youth can buy a paper airplane for \$1 and try to fly it into a bucket on the gym floor.



**One Act Play:** Finished 2nd in the sub-section to advance to sections. Performed well at sections but did not advance.

**Boys Swim:** Finished section at the true team section but were not one of the wild card qualifiers for the true team state tournament

**Dance:** Won the West Central Conference in both Jazz and High Kick. Montevideo will host the Section Tournament this coming Saturday.

**Knowledge Bowl:** Continues to win meets at both the JH and HS Level. Shawn Aker and Scott Soden have their teams performing at peak performance.

**JH Boys and Girls Basketball:** these teams finished the year last week with our 7th grade girls and 8th grade boys playing really well. They were coached by Cooper Dack and Julie Shourds

**Girls Basketball:** Continues to make improvements and battle. This team has no 12th graders and only two 11th graders. The JV team is playing really well and winning more games than they lose.

**Boys Basketball:** They are 16-1 and have been ranked in the top 5 all year. They play Morris in a week. Morris is our only loss and is currently ranked 2nd in the state. We also played State Ranked Holy Family this weekend in the Winter Classic in Alexandria.

## MTSS: Heidi Huseby

Insert Update Here

Adopted: \_\_\_\_\_

MSBA/MASA Model Policy 516

Orig. 1995

Revised: \_\_\_\_\_

Rev.

2025<sup>4</sup>

## 516 STUDENT MEDICATION AND TELEHEALTH

**[NOTE: The necessary provisions for complying with Minnesota Statutes, sections 121A.22, Administration of Drugs and Medicine, 121A.221, Possession and Use of Asthma Inhalers by Asthmatic Students, and 121A.222, Possession and Use of Nonprescription Pain Relievers by Secondary Students are included in this policy. The statutes do not regulate administration of drugs and medicine for students aged 18 and over or other nonprescription medications. Please note that section 121A.22 does not require school districts to apply the administration of medication rule to drugs or medicine used off school grounds, drugs or medicines used in connection with athletics or extra-curricular activities, and drugs and medicines that are used in connection with activities that occur before or after the regular school day.]**

### I. PURPOSE

The purpose of this policy is to set forth the provisions that must be followed when administering nonemergency prescription medication to students at school.

### II. GENERAL STATEMENT OF POLICY

The school district acknowledges that some students may require prescribed drugs or medication or telehealth during the school day. The school district's licensed school nurse, trained health clerk, principal, or teacher will administer prescribed medications, except any form of medical cannabis, in accordance with law and school district procedures.

### III. DRUG AND MEDICATION REQUIREMENTS

**[NOTE: The June 2024 Model Policy 516 revisions included [a](#) insertion of headings and rearrangement of paragraphs so that similar content is grouped together. School boards can choose whether to make these revisions.]**

#### A. Administration of Drugs and Medicine

1. The administration of medication or drugs at school requires a completed signed request from the student's parent. An oral request must be reduced to writing within two school days, provided that the school district may rely on an oral request until a written request is received.
2. Drugs and medicine subject to Minnesota Statutes, 121A.22 must be administered, to the extent possible, according to school board procedures that must be developed in consultation with:
  - a. with a licensed nurse, in a district that employs a licensed nurse under Minnesota Statutes, section 148.171;
  - b. with a licensed school nurse, in a district that employs a licensed school nurse licensed under Minnesota Rules, part 8710.6100;
  - c. with a public or private health-related organization, in a district that

contracts with a public or private health or health-related organization, according to Minnesota Statutes, 121A.21; or

- d. with the appropriate party, in a district that has an arrangement approved by the Commissioner of the Minnesota Department of Education, according to Minnesota Statutes, 121A.21.

**[NOTE: Paragraph III.A.2 had appeared in a different spot in previous versions of this model policy. In June 2024, the paragraph is located here and is updated to reflect 2024 legislative changes.]**

3. Exclusions

**[Note: The provisions of III.A.3 are optional. The school board may choose to include or exclude any of the provisions specified. These exclusions appeared in previous versions of this model policy.]**

The provisions on administration of drugs and medicine above do not apply to drugs or medicine that are:

- a. purchased without a prescription;
- b. used by a pupil who is 18 years old or older;
- c. used in connection with services for which a minor may give effective consent;
- d. used in situations in which, in the judgment of the school personnel, including a licensed nurse, who are present or available, the risk to the pupil's life or health is of such a nature that drugs or medicine should be given without delay;
- e. used off the school grounds;
- f. used in connection with athletics or extracurricular activities;
- g. used in connection with activities that occur before or after the regular school day;
- h. provided or administered by a public health agency to prevent or control an illness or a disease outbreak as provided under Minnesota law;
- i. prescription asthma or reactive airway disease medications can be self-administered by a student with an asthma inhaler if:
  - (1) the school district has received a written authorization each school year from the pupil's parent permitting the student to self-administer the medication;
  - (2) the inhaler is properly labeled for that student; and
  - (3) the parent has not requested school personnel to administer the medication to the student.

In a school that does not have a school nurse or school nursing services,

the student's parent or guardian must submit written verification from the prescribing professional which documents that an assessment of the student's knowledge and skills to safely possess and use an asthma inhaler in a school setting has been completed.

If the school district employs a school nurse or provides school nursing services under another arrangement, the school nurse or other appropriate party must assess the student's knowledge and skills to safely possess and use an asthma inhaler in a school setting and enter into the student's school health record a plan to implement safe possession and use of asthma inhalers.

- j. epinephrine [delivery systems](#)~~auto-injectors~~, consistent with Minnesota Statutes, section 121A.2205, if the parent and prescribing medical professional annually inform the pupil's school in writing that
  - (1) the pupil may possess the epinephrine or
  - (2) the pupil is unable to possess the epinephrine and requires immediate access to epinephrine [delivery systems](#) ~~auto-injectors~~ that the parent provides properly labeled to the school for the pupil as needed.

**[\[NOTE: The 2025 Minnesota legislature replaced "auto-injectors" with "delivery systems" in Minnesota Statutes, sections 121A.22, 121A.2205, and 121A.2207.\]](#)**

- k. For the purposes of Minnesota Statutes, 121A.22, special health treatments and health functions, such as catheterization, tracheostomy suctioning, and gastrostomy feedings, do not constitute administration of drugs or medicine.
- l. Emergency health procedures, including emergency administration of drugs and medicine are not subject to this policy.

B. Prescription Medication

- 1. An "Administering Prescription Medications" form must be completed annually (once per school year) and/or when a change in the prescription or requirements for administration occurs. Prescription medication as used in this policy does not include any form of medical cannabis as defined in Minnesota Statutes, section 152.22, subdivision 6.
- 2. Prescription medication must come to school in the original container labeled for the student by a pharmacist in accordance with law and must be administered in a manner consistent with the instructions on the label.
- 3. The school nurse may request to receive further information about the prescription, if needed, prior to administration of the substance.
- 4. Prescription medications are not to be carried by the student, but will be left with the appropriate school district personnel. Exceptions to this requirement are: prescription asthma medications self-administered with an inhaler (See Paragraph III.A.3(i) above), and medications administered as noted in a written agreement between the school district and the parent or as specified in an IEP

(individualized education program), Section 504 plan, or IHP (individual health plan).

5. The school must be notified immediately by the parent or student 18 years old or older in writing of any change in the student's prescription medication administration. A new medical authorization or container label with new pharmacy instructions shall be required immediately as well.
6. The school nurse, or other designated person, shall be responsible for the filing of the Administering Prescription Medications form in the health records section of the student file. The school nurse, or other designated person, shall be responsible for providing a copy of such form to the principal and to other personnel designated to administer the medication.
7. For drugs or medicine used by children with a disability, administration may be as provided in the IEP, Section 504 plan or IHP.

**[NOTE: This paragraph is moved to Paragraph III.A.3 above, where it is updated to reflect 2024 legislative changes.]**

8. If the administration of a drug or medication described in this section requires the school district to store the drug or medication, the parent or legal guardian must inform the school if the drug or medication is a controlled substance. For a drug or medication that is not a controlled substance, the request must include a provision designating the school district as an authorized entity to transport the drug or medication for the purpose of destruction if any unused drug or medication remains in the possession of school personnel. For a drug or medication that is a controlled substance, the request must specify that the parent or legal guardian is required to retrieve the drug or controlled substance when requested by the school.

**[NOTE: Starting in June 2024, the exceptions appear under Article III.A.3 above.]**

C. Nonprescription Medication

A secondary student may possess and use nonprescription pain relief in a manner consistent with the labeling, if the school district has received written authorization from the student's parent or guardian permitting the student to self-administer the medication. The parent or guardian must submit written authorization for the student to self-administer the medication each school year. The school district may revoke a student's privilege to possess and use nonprescription pain relievers if the school district determines that the student is abusing the privilege. This provision does not apply to the possession or use of any drug or product containing ephedrine or pseudoephedrine as its sole active ingredient or as one of its active ingredients. Except as stated in this paragraph, only prescription medications are governed by this policy.

**[NOTE: School districts should consult with licensed medical and nursing personnel to address whether nonprescription medications will be allowed at elementary schools and whether and under what conditions school personnel will participate in storing or administering nonprescription medications.]**

D. Possession and Use of Epinephrine ~~Delivery Systems Auto-Injectors~~

1. Definitions

- a. "Administer" means the direct application of an epinephrine delivery system to the body of an individual.
- b. "Epinephrine delivery system" means a medication product approved by the United States Food and Drug Administration that automatically delivers a single, premeasured dose of epinephrine to prevent or treat a life-threatening allergic reaction.
- c. "School" means a public school under Minnesota Statutes, section 120A.22, subdivision 4, or a nonpublic school, excluding a home school, under section 120A.22, subdivision 4, that is subject to the federal Americans with Disabilities Act.

2. At the start of each school year or at the time a student enrolls in school, whichever is first, a student's parent, school staff, including those responsible for student health care, and the prescribing medical professional must develop and implement an individualized written health plan for a student who is prescribed epinephrine ~~auto-injectors~~ delivery systems that enables the student to:

~~a1.~~ possess epinephrine delivery systems ~~auto-injectors~~; or

~~b2.~~ if the parent and prescribing medical professional determine the student is unable to possess the epinephrine, have immediate access to epinephrine delivery systems ~~auto-injectors~~ in close proximity to the student at all times during the instructional day.

For the purposes of this policy, "instructional day" is defined as eight hours for each student contact day.

**[NOTE: Minnesota law states that "the school board of the school district must define instructional day for the purposes of Minnesota Statutes, 121A.2205." A sample definition appears above. School districts can create a definition that fits their circumstances.]**

The plan must designate the school staff responsible for implementing the student's health plan, including recognizing anaphylaxis and administering epinephrine ~~auto-injectors~~ delivery systems when required, consistent with state law. This health plan may be included in a student's Section 504 plan.

Districts and schools may obtain and possess epinephrine ~~auto-injectors~~ delivery systems to be maintained and administered by school personnel, including a licensed nurse, to a student or other individual if, in good faith, it is determined that person is experiencing anaphylaxis regardless of whether the student or other individual has a prescription for an epinephrine ~~delivery system, auto-injector.~~ The administration of an epinephrine ~~delivery system, auto-injector~~ in accordance with Minnesota Statutes, section 121A.2207 is not the practice of medicine.

~~Effective July 1, 2024, r~~Registered nurses may administer epinephrine ~~auto-injectors~~ delivery systems in a school setting according to a condition-specific protocol as authorized under Minnesota Statutes, section 148.235, subdivision 8. Notwithstanding any limitation in Minnesota Statutes, sections 148.171 to 148.285, licensed practical nurses may administer epinephrine ~~auto-injectors~~ delivery systems in a school setting according to a condition-specific protocol that does not reference a

specific patient and that specifies the circumstances under which the epinephrine ~~delivery system~~~~auto-injector~~ is to be administered, when caring for a patient whose condition falls within the protocol.

~~[NOTE: The paragraph above was signed into law in May 2024. It is new model policy language.]~~

A district or school may enter into arrangements with manufacturers of epinephrine ~~auto-injectors~~~~delivery systems~~ to obtain epinephrine ~~auto-injectors~~~~delivery systems~~ at fair-market, free, or reduced prices. A third party, other than a manufacturer or supplier, may pay for a school's supply of epinephrine ~~auto-injectors~~~~delivery systems~~.

[The Commissioner of the Minnesota Department of Health must provide a district or school with a standing order for distribution of epinephrine delivery systems under Minnesota Statutes, sections 148.235, subdivision 8 and 151.37, subdivision 2.](#)

[\[NOTE: The 2025 Minnesota legislature amended Minnesota Statutes, section 121A.2207 to include the changes above.\]](#)

E. Sunscreen

A student may possess and apply a topical sunscreen product during the school day while on school property or at a school-sponsored event without a prescription, physician's note, or other documentation from a licensed health care professional. School personnel are not required to provide sunscreen or assist students in applying sunscreen.

F. Procedure regarding unclaimed drugs or medications.

1. The school district has adopted the following procedure for the collection and transport of any unclaimed or abandoned prescription drugs or medications remaining in the possession of school personnel in accordance with this policy. Before the transportation of any prescription drug or medication under this policy, the school district shall make a reasonable attempt to return the unused prescription drug or medication to the student's parent or legal guardian. Transportation of unclaimed or unused prescription drugs or medications will occur at least annually, but may occur more frequently at the discretion of the school district.
2. If the unclaimed or abandoned prescription drug is not a controlled substance as defined under Minnesota Statutes, section 152.01, subdivision 4, or is an over-the-counter medication, the school district will either designate an individual who shall be responsible for transporting the drug or medication to a designated drop-off box or collection site or request that a law enforcement agency transport the drug or medication to a drop-off box or collection site on behalf of the school district.
3. If the unclaimed or abandoned prescription drug is a controlled substance as defined in Minnesota Statutes, section 152.01, subdivision 4, the school district or school personnel is prohibited from transporting the prescription drug to a drop-off box or collection site for prescription drugs identified under this paragraph. The school district must request that a law enforcement agency transport the prescription drug or medication to a collection bin that complies with Drug Enforcement Agency regulations, or if a site is not available, under the agency's procedure for transporting drugs.

#### **IV. ACCESS TO SPACE FOR MENTAL HEALTH CARE THROUGH TELEHEALTH**

- A. Beginning October 1, 2024, to the extent space is available, the school district must provide an enrolled secondary school student with access during regular school hours, and to the extent staff is available, before or after the school day on days when students receive instruction at school, to space at the school site that a student may use to receive mental health care through telehealth from a student's licensed mental health provider. A secondary school must develop a plan with procedures to receive requests for access to the space.
- B. The space must provide a student privacy to receive mental health care.
- C. A student may use a school-issued device to receive mental health care through telehealth if such use is consistent with the district or school policy governing acceptable use of the school-issued device.
- D. A school may require a student requesting access to space under this section to submit to the school a signed and dated consent from the student's parent or guardian, or from the student if the student is age 16 or older, authorizing the student's licensed mental health provider to release information from the student's health record that is requested by the school to confirm the student is currently receiving mental health care from the provider. Such a consent is valid for the school year in which it is submitted.

**[NOTE: The Minnesota legislature enacted Article IV in the spring 2024.]**

**Legal References:** Minn. Stat. § 13.32 (Educational Data)  
Minn. Stat. § 121A.21 (School Health Services)  
Minn. Stat. § 121A.216 (Access to Space for Mental Health Care through Telehealth)  
Minn. Stat. § 121A.22 (Administration of Drugs and Medicine)  
Minn. Stat. § 121A.2205 (Possession and Use of Epinephrine ~~Auto-Injectors~~ [Delivery systems](#); Model Policy)  
Minn. Stat. § 121A.2207 (Life-Threatening Allergies in Schools; Stock Supply of Epinephrine ~~Auto-Injectors~~ [Delivery systems](#))  
Minn. Stat. § 121A.221 (Possession and Use of Asthma Inhalers by Asthmatic Students)  
Minn. Stat. § 121A.222 (Possession and Use of Nonprescription Pain Relievers by Secondary Students)  
Minn. Stat. § 121A.223 (Possession and Use of Sunscreen)  
Minn. Stat. § 148.171 (Definitions; Title)  
Minn. Stat. § 151.212 (Label of Prescription Drug Containers)  
Minn. Stat. § 152.01 (Definitions)  
Minn. Stat. § 152.22 (Definitions)  
Minn. Stat. § 152.23 (Limitations)  
Minn. Rule 8710.6100 (School Nurse)  
20 U.S.C. § 1400 *et seq.* (Individuals with Disabilities Education Act)  
29 U.S.C. § 794 *et seq.* (Rehabilitation Act of 1973, § 504)

**Cross References:** MSBA/MASA Model Policy 418 (Drug-Free Workplace/Drug-Free School)

Adopted: \_\_\_\_\_

MSBA/MASA Model Policy 516.5

Orig. 2023

Revised:

Rev: 2025

## 516.5 OVERDOSE MEDICATION

**[NOTE: The 2023 Minnesota legislature enacted legislation requiring school districts to maintain a supply of opiate antagonists. School districts and their employees are legally permitted to purchase, store, and administer Naloxone (Narcan) in response to an opiate overdose in schools and those who do assist with such administration are immune from civil liability as well as exempt from criminal prosecution from possession, use, etc. of medication. The provisions of this policy outline the requirements of the law with respect to the use of Naloxone (Narcan) in schools.]**

### I. PURPOSE

As a means of enhancing the health and safety of its students, staff and visitors, the school district will acquire, administer, and store doses of an opiate antagonist, specifically Naloxone (Narcan), and administration devices or kits for emergency use to assist a student, staff member, or other individual believed or suspected to be experiencing an opioid overdose on school district property during the school day or at school district activities.

### II. GENERAL STATEMENT OF POLICY

The school board authorizes school district administration to obtain and possess opioid overdose reversal medication, such as Naloxone, to be maintained and administered to a student or other individual by trained school staff if the staff member determines in good faith that the person to whom the medication is administered is experiencing an opioid overdose. Authorization for obtaining, possessing and administering Naloxone or similar permissible medications under this policy are contingent upon: (1) the continued validity of state and federal law that permit a person who is not a healthcare professional to dispense an opiate antagonist to the school district and its employees by law; (2) that the school district and its staff are immune from criminal prosecution and not otherwise liable for civil damages for administering the opiate antagonist to another person who the staff member believes in good faith to be suffering from a drug overdose; and (3) the availability of funding either from outside sources or as approved by the school board to obtain and administer opioid overdose reversal medication.

### III. DEFINITIONS

- A. **"Drug-related overdose"** means an acute condition, including mania, hysteria, extreme physical illness, respiratory depression or coma, resulting from the consumption or use of a controlled substance, or another substance with which a controlled substance was combined, and that a layperson would reasonably believe to be a drug overdose that requires immediate medical assistance.
- B. **"Naloxone Coordinator"** is a school district staff person or administrator appointed to monitor adherence to protocols outlined in this policy and referenced procedures. The Naloxone Coordinator is responsible for building-level administration and management of Opiate Antagonist medications and supplies. The school district's Naloxone Coordinator is [insert title of staff person appointed as coordinator].
- C. **"Opiate"** means any dangerous substance having an addiction forming or addiction sustaining liability similar to morphine or being capable of conversion into a drug having

such addiction forming or addiction sustaining liability.

- D. **“Opiate Antagonist”** means naloxone hydrochloride (“Naloxone”) or any similarly acting drug approved by the federal Food and Drug Administration for the treatment of a drug overdose.
- E. **“Standing Order”** means directions from the school district’s medical provider that sets forth how to house and administer Naloxone or other Opiate Antagonist medications to students, staff members or other individuals believed or suspected to be experiencing an opioid overdose. This Standing Order should include the following information:
  - 1. Administration type
  - 2. Dosage
  - 3. Date of issuance
  - 4. Signature of the authorized provider

#### **IV. GENERAL STATEMENT OF POLICY AND RESPONSIBILITIES**

- A. The school district must maintain a supply of opiate antagonists at each school site to be administered in compliance with Minnesota law. Each school building must have two doses of nasal naloxone available on-site.

**[NOTE: The Minnesota Department of Education offered guidance regarding the meaning of “school site.” If a school site includes multiple buildings, the two-dose requirement applies to buildings used for instruction. It does not apply to administrative buildings, facility buildings, ice arenas, and similar buildings not used for instruction.]**

- B. A licensed physician, a licensed advanced practice registered nurse authorized to prescribe drugs pursuant to Minnesota Statutes, section 148.235, or a licensed physician assistant may authorize a nurse or other personnel employed by, or under contract with, a public school may be authorized to administer opiate antagonists as defined under Minnesota Statutes, section 604A.04, subdivision 1.
- C. A licensed practical nurse is authorized to possess and administer an opiate antagonist in a school setting notwithstanding Minnesota Statutes, 148.235, subdivisions 8 and 9.
- D. District Collaborative Planning and Implementation Team

To the extent Naloxone is obtained for use consistent with this policy, the school district will establish a district-wide collaborative planning and implementation team (“District Planning Team”) who will oversee the general development and operations related to the use of opiate antagonist Naloxone and regularly report to the school board as to its activities.

- 1. The District Planning Team will include the Naloxone Coordinator and may include the superintendent (or designee), school nurse, public health experts, first responders, student or family representatives, and community partners who will be assigned to the Team by the superintendent or designee or solicited as volunteers by the superintendent.

2. The District Planning Team, through the Naloxone Coordinator, will obtain a protocol or Standing Order from a licensed medical prescriber for the use of Naloxone or other Opiate Antagonist by school district staff in all school facilities and activities and will update or renew the protocol or Standing Order annually or as otherwise required. A copy of the protocol or Standing Order will be maintained in the office of the Naloxone Coordinator.
3. The District Planning Team will develop district-wide guidelines and procedures and determine the form(s) of Naloxone to be used within the school district (nasal, auto injector, manual injector) and the method and manner of arranging for the financing and purchasing, storage and use of Naloxone to be approved by the school board. Once approved by the school board, these guidelines and procedures will be attached and incorporated into this policy. At a minimum, these guidelines and procedures will:
  - a. Ensure that when Naloxone is administered, school district employees must activate the community emergency response system (911) to ensure additional medical support due to the limited temporary effect of Naloxone and the continued need of recipients of additional medical care;
  - b. Require school district employees to contact a school district healthcare professional to obtain medical assistance for the recipient of the Naloxone, if possible, pending arrival of emergency personnel;
  - c. Direct school district employees to make immediate attempts to determine if the recipient is a minor and, if so, locate the identity of the parent or guardian of the minor and ensure contact with that parent or guardian is made as soon as possible after administration of the Naloxone for the purpose of informing the parent or guardian of the actions that have been taken; and
  - d. Require school district staff to inform the building administrator or other administrator overseeing an event or activity of the administration of Naloxone, as well as the Naloxone Coordinator, after taking necessary immediate emergency steps.
4. The District Planning Team will determine the type and method of annual training, identify staff members at each school site to be trained and coordinate the implementation of the training with the assistance of the Naloxone Coordinator.

E. Site Planning Teams

1. In consultation with the District Planning Team, the administrator at each school site may establish, in the manner the superintendent or Naloxone Coordinator deems appropriate, a Site Planning Team within the school site.
2. The Site Planning Team will be responsible for the coordination and implementation of this policy, district-wide guidelines and procedures within the school site and will develop and implement any specific guidelines and procedure for the storage and use of Naloxone within the school site in a manner consistent with this policy and district wide procedures and guidelines.

F. School District Staff

School district staff members will be responsible for attending all required training pertaining to the policy, procedures and guidelines for the storage and use of Naloxone and performing any assigned responsibilities pursuant to the guidelines and procedures.

- G. The school district allows a student in grades 9 through 12 to possess and administer an opiate antagonist to another high school student. The protections of Minnesota Statutes, section 604A.04 apply to the possession and administration of opiate antagonists according to Minnesota Statutes, section 121A.224.

**[NOTE: The 2025 Minnesota legislature enacted paragraph G. This provision is optional: school districts are not required to adopt paragraph G.]**

## **V. NALOXONE STORAGE**

- A. The Site Planning Team will select numerous Naloxone storage locations within the school site and outside the school site when activities are conducted off school grounds (i.e., transportation services, field trips, etc.).

**[NOTE: School districts may decide that Naloxone will not be sent on field trips, transportation or activities that occur outside of the typical school day or off school property and may modify this statement accordingly. If Naloxone is provided during these auxiliary activities, schools should ensure that it is only provided if there is an available trained staff member to administer it and that the medication can be safely and legally stored and transported.]**

- B. The selected storage locations of Naloxone will be classified as non-public "security information" as the school board has determined that the disclosure of this data to the general public would be likely to substantially jeopardize the security of the medication that could be subject to theft, tampering, and improper use. Therefore, the identity of the storage locations will be shared only with those school district staff members whom the District Planning Team or Site Team have determined need access to this information to aid public health and safety as determined in the procedures and guidelines.
- C. Stock Naloxone will be clearly labeled, monitored for expiration dates, and stored in a secured location that is accessible by trained staff as set forth in paragraph V.B.

## **VI. Privacy Protections**

The school district will maintain the privacy of students and staff related to the administration of Naloxone as required by law.

**Legal References:** Minn. Stat. § 13.32 (Educational Data)  
Minn. Stat. § 13.43 (Personnel Data)  
Minn. Stat. § 13.37 (General Nonpublic Data)  
Minn. Stat. § 121A.21 (School Health Services)  
Minn. Stat. § 121A.22 (Administration of Drugs and Medicine)  
Minn. Stat. § 121A.224 (Opiate Antagonists)  
Minn. Stat. § 144.344 (Emergency Treatment)  
Minn. Stat. § 148.235 (Prescribing Drugs and Therapeutic Devices)  
Minn. Stat. § 151.37 (Legend Drugs; Who May Prescribe, Possess)  
Minn. Stat. § 152.01 (Definitions)  
Minn. Stat. § 152.02 (Schedules of Controlled Substances)  
Minn. Stat. § 604A.01 (Good Samaritan Law)  
Minn. Stat. § 604A.015 (School Bus Driver Immunity from Liability)

Minn. Stat. § 604A.04 (Good Samaritan Overdose Prevention)  
Minn. Stat. § 604A.05 (Good Samaritan Overdose Medical Assistance)  
Minn. R. Pt. 6800.4220 (Schedule II Controlled Substances)  
20 U.S.C. § 1232g (Family Educational and Privacy Rights)

**Cross Reference:** MSBA/MASA Model Policy 516 (Student Medication)

**Resources:** Minnesota Department of Health, [School Toolkit on Naloxone Administration in School Settings](#)

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<sup>i</sup> Naloxone is the medication that reverses an opioid overdose. Narcan® is the brand name for the intranasal applicator (nasal spray) form of naloxone. Naloxone usually refers to an intramuscular (IN+M) naloxone form that comes in a vial and is administered with a syringe, normally dispensed as an “IM kit.”

# MONTEVIDEO PUBLIC SCHOOLS 2026-27

Adopted Feb. 2026

## Quarter 1

	M	T	W	Th	F
Aug.	17	18	19	20	21
Aug.	24	25	26	27	28
Aug./Sept.	31	1	2	3	4
Sept.	7	8	9	10	11
Sept.	14	15	16	17	18
Sept.	21	22	23	24	25
Sept./Oct.	28	29	30	1	2
Oct.	5	6	7	8	9
Oct.	12	13	14	15	16
Oct.	19	20	21	22	23
Oct.	26	27	28	29	30
Nov.	2	3	4	5	6

45 Student Days  
2 Workshop Days  
2 Staff Development Days

## Quarter 2

	M	T	W	Th	F
Nov.	9	10	11	12	13
Nov.	16	17	18	19	20
Nov.	23	24	25	26	27
Nov/Dec.	30	1	2	3	4
Dec.	7	8	9	10	11
Dec.	14	15	16	17	18
Dec.	21	22	23	24	25
Dec./Jan.	28	29	30	31	1
Jan.	4	5	6	7	8
Jan.	11	12	13	14	15
Jan.	18	19	20	21	22

43 Student Days  
1 Workshop Day  
1 Comp Day  
1 Staff Development Day

## Quarter 3

	M	T	W	Th	F
Jan.	25	26	27	28	29
Feb.	1	2	3	4	5
Feb.	8	9	10	11	12
Feb.	15	16	17	18	19
Feb.	22	23	24	25	26
Mar.	1	2	3	4	5
Mar.	8	9	10	11	12
Mar.	15	16	17	18	19
Mar.	22	23	24	25	26

41 Student Days  
1 Staff Development Day

## Quarter 4

	M	T	W	Th	F
Mar./Apr.	29	30	31	1	2
Apr.	5	6	7	8	9
Apr.	12	13	14	15	16
Apr.	19	20	21	22	23
Apr.	26	27	28	29	30
May	3	4	5	6	7
May	10	11	12	13	14
May	17	18	19	20	21
May	24	25	26	27	28
May/June	31	1	2	3	4

45 Student Days  
1 Workshop Day

Aug. 19, 20	New Teacher Workshop
Aug. 24, 25, 26	Workshop/Staff Development days
Aug. 31	First day of school for students
Sept. 4	No School
Sept. 7	Labor Day—No School
Sept. 18	Early Dismissal - Staff Development
Oct. 2	Early Dismissal -Staff Development
Oct. 14	Staff Development - No School for Students
Oct. 15-16	Fall Break—No School
Nov. 6	Early Dismissal & End of Quarter 1
Nov. 9	First day of Quarter 2
Nov. 23	Parent Teacher Conferences 4pm-8pm
Nov. 24	Parent Teacher Conferences 8am-8pm—No School for students
Nov. 25	Teacher Comp Day
Nov. 26-27	Thanksgiving Break—No School
Dec. 11	Early Dismissal—Staff Development
Dec. 24-Jan. 1	Winter Break - No School
Jan. 18	Staff Development Day-No School for students
Jan. 22	Early Dismissal-End of Quarter 2
Jan. 25	First day of Quarter 3
Feb. 12 & 15	Presidents' Day Break - No School
Feb. 19	Early Dismissal-Staff Development
Mar. 12	Early Dismissal-Staff Development
Mar. 24	Early Dismissal-End of Quarter 3
Mar. 25	Staff Development Day-No School for students
Mar. 26	Spring Break—No School
March 29	First day of Quarter 4
April 16	Early Dismissal—Staff Development
May 7	Early Dismissal - Staff Development
May 28	Early Dismissal—Last Day of School for Students
May 28	<b>Graduation</b>
May 31	Memorial Day—No School
June 1	Teacher Workshop

**Snow Day Make-Up Dates**  
If days needs to be made up the following dates, in order, will be used:  
#1 February 12  
#2 February 15

174 Student Days  
4 Wksp./Conf. Days  
4 Staff Dev. Days  
1 Comp Day  
183 Days

**Early Dismissal**  
Ramsey 1:15 p.m.  
Sanford 1:20 p.m.  
MHS 1:25 p.m.  
MMS 1:30 p.m.



<span style="background-color: green; color: white;">■</span>	First Day of Quarter	<span style="border: 1px solid black; padding: 2px;">△</span>	Early Dismissal - Staff Development
<span style="background-color: yellow;">■</span>	Last Day of Quarter	<span style="border: 1px solid black; padding: 2px;">◊</span>	Common In-service w/ Neighboring Schools
<span style="background-color: orange;">■</span>	No School	<span style="border: 1px solid black; padding: 2px;">☆</span>	Teachers' Comp Day - No School for Students
<span style="border: 1px solid black; border-radius: 50%; padding: 2px;">○</span>	Workshop - No School for Students	<span style="border: 1px solid black; padding: 2px;">◇</span>	Staff Development Day - No School for Students
<span style="background-color: pink;">■</span>	Parent-Teacher Conferences		